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August 31, 2020
Town of Millville
36404 Club House Road
Millville, DE 19967

Attn: Debbie Botchie
Town Manager

Re: Dickens Parlour Theatre Preliminary Plan Review
Millville, Delaware
GMB File No. R200164.00

Dear Ms. Botchie:

We have completed our review of the Site Plan dated August 18, 2020. The site is located on Tax Map Parcel 134-12.00-282.00 and zoned C-1 with an existing entrance on Atlantic Avenue. The applicant is requesting to take down the existing Theatre building and build a new Theatre which will have greater separation in the seating area, the number of seats in the theatre would not increase. No other changes to the existing site are proposed by the applicant. The submission was reviewed per Town of Millville Code Sections 155-13 C1-Town Center Commercial District, 155-66 Site plan approval, and generally accepted engineering principles. Specific comments were made regarding individual components of the submittal and are discussed below.

General

1. Per Town Code Section 155-66, Subsection E, part 3, item a: The preliminary plan shall show the geographical location, showing existing zoning district's boundaries; small key map giving the general location of the parcel to the remainder of the Town; the site in relation to all remaining property owners and surrounding property within the distance of 250 feet of the applicant's property; Tax Map and parcel number; name of the development. Plan shall cite deed book volume and page reference, referencing the volume and page in which the current deed and ownership to the property may be found in the Recorder of Deeds' office, Georgetown, DE;" **The existing zoning districts boundaries shall be shown on the key map.**
2. Per Town Code Section 155-66, Subsection E, part 3, item b: The preliminary plan shall show the name and address of the owner of record. **Address of owner is not shown.**
3. Per Town Code Section 155-66, Subsection E, part 3, item g: The preliminary plan shall show the names of adjacent property owners and parcel numbers. **Parcel numbers for the adjacent property owners are not shown although Deed book and page number are shown.**

4. Per Town Code Section 155-66, Subsection E, part 3, item h: The preliminary plan shall show the locations, names and existing widths of adjacent street rights-of-way and curb lines; **The existing width of the curb lines of Atlantic Avenue shall be shown on the site plan.**
5. Per Town Code Section 155-66, Subsection E, part 3, item k: The preliminary plan shall show the topographic contours at two-foot intervals. **Elevations are not shown on the plans for the site of on the building elevations.**
6. Per Town Code Section 155-66, Subsection E, part 3, item s: The preliminary plan shall show the proposed buildings and structures, dimensions, setbacks and heights designated required for conformity to this chapter, including an architect's drawing of each building or typical building and showing front, side and rear elevations and proposed uses; **The building elevations do not have the height of the proposed building labeled.**
7. The existing building to be removed and replaced is in the AE 7 100-year flood plain according to Flood Insurance Rate Map, Community Panel No 10005C0511K and must conform to the Town Code Section 155-15 FH- Flood Hazard District; floodplain management. Please pay special attention to Subsection C, D, and E.
8. Additional comments may be forthcoming once the required information has been received and reviewed.

If you have any questions, please contact me at 302.628.1421. Thank you.

Sincerely,



Andrew J. Lyons, Jr., P.E.
Sr. Project Engineer

AJL/